IPSWICH INSTITUTE

USEFUL INFORMATION ABOUT THE IPSWICH INSTITUTE

The Ipswich Institute was founded by Dr George Birkbeck in 1824 as one of the first Mechanics' Institutions in the country.

The principles of this charitable foundation were, and still are, to "advance the education of the inhabitants of Ipswich and neighbourhood by promoting Science, Literature, the Fine Arts and Adult Instruction". These are achieved through the provision of a Reading Room, Library and Learning facilities for Institute members. Grants are also offered to organisations that meet the same criteria.

The Institute occupies two adjacent town centre sites: The Library and Reading Room at 15 Tavern Street and The Admiral's House at 13 Tower Street.

SUBSCRIPTION RATES

Full member	£54.50
Household membership (two or more individuals living in a private house)	£91.50
90 years of age and over, with 5 years' membership	honorary
Student member in full-time education (under 25 years of age and with a valid student card)	£20
One-off joining fee for each new membership	£5

THE READING ROOM AND LIBRARY

Opening hours are:	Monday to Friday	- 0900 to 1700
	Saturday	- 0900 to 1600

Library

Over 9,000 fiction and non-fiction items are held in a variety of media including hardback and paperback books, large-print books, periodicals, music CDs and talking books on CD. Reference books are available for use on the premises. The standard loan period is three weeks and extensions can be made at the Library desk, by telephone or via our website. A fine of 20p per week is made for an overdue item.

The library catalogue can be accessed via an internet browser. Reservations can be made for a fee of 25p and Members' suggestions for new books will be considered for purchase.

Reading Room

A wide range of newspapers and periodicals is provided for reading on the premises. Back copies can be borrowed or reserved for purchasing. Wifi access is provided.

Internet Terminals

Two terminals with print facilities are available for members' use, through which their library records can be managed, and for accessing the internet and their own email accounts.

EDUCATION

Courses

Day classes are run in both Tavern Street and The Admiral's House. Subjects include Arts and Crafts, Languages, Literature, History, Creative Writing and Yoga. Details of availability and enrolment processes are published on in the members' newsletter and on the Institute's website. Suggestions for new courses are always welcome.

Evening classes in a variety of subjects are open to the public, with a discounted fee for Institute members.

Lectures

Daytime and Wednesday evening talks are held regularly on a variety of subjects – from people and places to authors and artists, local history to social history and astronomy to meteorology. Day or half-day workshops are occasionally organised.

Visits

Day trips are arranged to places of interest, exhibitions or events – normally one per month. Details of visits are publicised via the members' notice-boards and newsletter.

Members' Programme

A termly programme is delivered by post or email to all members containing up-to-date information on forthcoming courses, talks and trips.

OTHER FACILITIES

- **Photocopying & Printing.** Black & white photocopy 10p per sheet and computer print 15p per A4 sheet. A laminating service is also available.

- **Shopping.** Shopping bags can be left at members' own risk in the area provided. Labels are available from the desk to mark possessions. Property cannot be left overnight.

- **Visitors.** Members can sign in up to two guests once per month to the Reading Room. Visitors staying at the residence of members can be signed in as guests for a period of up to 14 days in any one year.

FOOD & DRINK

PAGES café, Tavern Street:	Monday to Friday	09.30 to 15.00
	Saturday	09.00 to 12.30

A wide range of hot and cold snacks is available.

CHAPTERS Coffee Lounge, Tower Street: Monday to Friday - 10.00 to 16.00
Serving drinks and cold snacks in comfortable surroundings.

CHAPTERS Licensed Restaurant, Tower Street: Monday to Friday – 11.30 – 14.00
Waiter service dining with selection from a varied menu including 'daily specials'. Members may bring any number of guests with them to Chapters Restaurant. Booking is helpful but not essential.

ROOM HIRE

Various rooms are available for private letting, both with and without catering services. Chapters Restaurant can be hired for private functions. Rates for Hire available on request.